


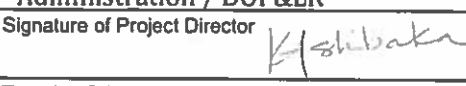
# STATE OF ALASKA

## AMENDMENT TO PROFESSIONAL SERVICES CONTRACT

1. Agency Contract Number <b>2020-0200-4353</b>
2. IRIS or DGS Solicitation Number (if used)
3. Optional Renewal? <input type="checkbox"/> Yes <input type="checkbox"/> No Years remaining _____
4. Agency Unit and Appropriation Code
5. IRIS GAE Number (if used)
6. Amendment No. <b>ONE</b>

This agreement is between the State of Alaska,

7. Department of <b>Administration / Division of Personnel &amp; Labor Relations</b>		hereafter the State, and
8. Contractor <b>Collins Alliance</b>		hereafter the Contractor
Mailing Address <b>13814 50<sup>th</sup> Ave SE</b>	Street or P.O. Box	City <b>Everett</b>
		State <b>WA</b>
		ZIP Code <b>98208-2120</b>
9. Original period of performance <b>FROM: August 14, 2019 TO: August 31, 2020</b>		10. Amended period of performance <b>FROM: August 14, 2019 TO: August 31, 2020</b>
11. Previous amount of contract to date: <b>\$222,000.00</b>	12. Amount of this amendment: <b>\$129,500.00</b>	13. This amended contract shall not exceed a total of <b>\$351,500.00</b>
<p>14. In accordance with the provisions of the above referenced contract, the parties to that contract agree that the services to be performed by the contractor under the contract are amended as follows: All other terms and conditions of the contract remain in effect. (Use reverse for continuation of amended provisions if necessary.)</p> <p>This amendment serves to increase the contract by <b>\$129,500</b> and amends Appendix C and adds Phase II DOA Performance Evaluations.</p> <p>In full consideration of the contractor's performance under and including this amendment, the State shall pay the contractor a new total not to exceed <b>\$351,500</b>.</p> <p>IN WITNESS WHEREOF the parties hereto have executed this amendment.</p> <p>NOTICE! This amendment has no effect until signed by the head of the contracting agency, procurement officer or designee.</p>		

15. CONTRACTOR		<p>17. CERTIFICATION: I certify that the facts herein and on supporting documents are correct, that this voucher constitutes a legal charge against funds and appropriations cited, that sufficient funds are encumbered to pay this obligation, or that there is a sufficient balance in the appropriation cited to cover this obligation. I am aware that to knowingly make or allow false entries or alterations on a public record, or knowingly destroy, mutilate, suppress, conceal, remove or otherwise impair the verity, legibility or availability of a public record constitutes tampering with public records punishable under AS 11.56.815 - .820. Other disciplinary action may be taken up to and including dismissal.</p>	
Name of Firm <b>Collins Alliance</b>			
Signature of Authorized Representative 	Date <b>10/29/19</b>		
Typed or Printed Name of Authorized Representative <b>Joey A. Collins, Psy. D.</b>			
Title <b>Principal</b>			
16. CONTRACTING AGENCY		Signature of Head Contracting Agency or Designee 	
Department/Division <b>Administration / DOP&amp;LR</b>		Date <b>10/31/19</b>	
Signature of Project Director 	Date <b>10/31/19</b>	Typed or Printed Name of Authorizing Official <b>June Gotschall</b>	
Typed or Printed Name of Project Director <b>Kelly Tshibaka</b>		Title <b>Division Operations Manager</b>	
Title <b>Commissioner</b>			

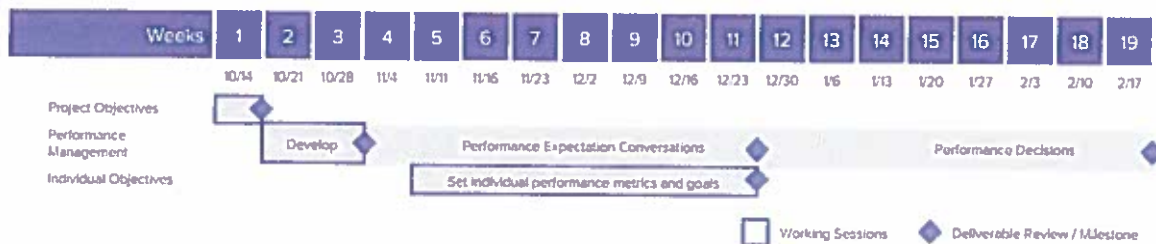
## AMENDED APPENDIX C SCOPE OF WORK / SERVICES

The contractor shall provide the following services:

Phase II Priority Recommendations – DOA Performance Evaluations

### DOA Performance Eval Pilot: Project Timeline

HR will lead the DOA performance management pilot to ensure performance evaluation conversations and decisions are made by Feb 2020



1. **Leadership Alignment:** Align on performance evaluation scope and develop performance evaluation process flow
2. **Performance Criteria:** Leverage drafted division and department DOA strategic plans to develop new performance evaluation criteria (includes quantitative and qualitative metrics)
3. **Form:** Develop new performance evaluation form
4. **Preparation:** Prepare supervisors for individual performance conversations
5. **Individual Objectives & Performance Metrics:** Meet with DOA teams to teach individuals how to write SMART goals directly aligned to the division and department strategic plans
6. **Performance Conversations:** Client supervisors host and document performance conversations in new performance management form
7. **Performance Decisions:** Client makes performance decisions
8. **Coaching Supervisors:** Developing SMART goals for their employees.

Note: Stakeholder engagement and communications will be implemented across the project timeline.